

Bay Hills Townhouses A Condominium – Tanglewood II Regime, Inc.
BOARD OF DIRECTORS MEETING
April 9, 2026 at 7 P.M.
Gloria DEI Lutheran Church
Church not open and meeting moved to 1205 Brunswick
461 College Parkway, Arnold, MD 21012 & Microsoft Teams

MEETING MINUTES – Updated on April 24, 2026

Attendees:	Wes Ray	President	('28)
(Present)	Laurie Fischer	Treasurer	('26)
	Connie Davis	Director	('28)
	Bonnie Habib	Director	('27)
Absent:	Nelson Horine	Vice-President	('28)
	Bruce Kittinger	Secretary	('28)
	Phillip Lancaster	Director	('28)
	Richard Ramos	Director	('26)

Sentry: Antoine Spriggs Sentry Management Remote

Homeowners: Jeff Davis, 1222 Brunswick

Executive Session

The Church was not open and the meeting moved, therefore the Executive Session was cancelled.

General Session

Wes called the meeting to order at 1205 Brunswick and the internet session was activated for remote attendees. The Board did not have a quorum of members.

President's Report

None

Treasurer's Report:

Laurie closed the Truist Bank account and moved the money to the First Citizen Bank, utilized by Sentry, and then a CD matured on April 2nd which was added to the money market account. So we now have about \$58,000 in the Citizen Bank money market, which will cover the parking lot projects. We have to keep \$25,000 in the money market to avoid fees.

There is a \$73,000 CD at Atlantic Union Bank was moved to a Citizen Bank 4 month CD at 3.85% interest. We still have 2 CD's at Atlantic Union Bank (Mature in July and December) at around \$72,000, which will be reinvested in Citizen Bank. Wes and Laurie are signers on the accounts. These funds are all Reserve funds.

Snow plowing was \$11,400, over budget \$2,400. Wes approved Antoine to pay the invoice.

Antoine informed us that Brothers split their company and we went with Brother Michael and will be under an identical contract.

Approval of the Meeting Minutes: The March 12, 2026 minutes were unanimously approved.

Committee Reports/Architectural Review:

- a. Committee to review Reserve Study: No Report, Tabled
- b. Review of Bylaws & ARC Standards: No Report, Tabled
- c. Monthly Newsletter: Jeff will distribute the April newsletter
- d. Spring Compliance Inspection: No Report, Tabled
- e. Architecture Committee: No New Requests
- f. Sewer Inspection Committee
 - i. Plan for inspections was accepted and drainPro is scheduled for May 7 and May 8.
- g. Termite Inspection: Weir Pest Control issued their report, which showed that 25 units did not get inspected. Antoine will send notice of non-compliance to 25 units and setup to fine those who do not comply. Wes has asked Antoine to send out violation notices and schedule the make-up day for May 7th as we need about 10-days for mailings. This is a week before our next meeting. In the letter we will advise homeowners that the makeup day is May 7th and that if they are still not in compliance, they must appear for a hearing at the May 14th meeting.

Management Report – Antoine Spriggs

Board Positions: for 2026 elections we will have 3 positions – Laurie, Richard and “vacant”. The Board needs to establish an election committee for September elections. Sentry can send out ballots, but cannot collect votes. Board needs to identify independent election inspectors and method for collecting ballots and counting votes. Sentry can receive proxies. Call for nominations notices should be out by July 10th. Ballots need to go out by August 26th , - annual meeting on September 10th. Board needs to decide if an electronic voting company be used for \$500 to \$700. Discussed having a locking mailbox at all the mailboxes.

Becky may be candidate to see if she will be election inspector. Jeff will look into voting on website/email.

Miscellaneous Items:

Weir/BOG Contract:

Weir contract signed, BOG sent email to Antoine that contract had an auto renew clause and the Board approved Weir to do the mosquito spraying. Antoine was able to stop BOG since we have signed a contract with Weir.

Sewer Inspection:

Antoine will put the May 7/8 date and notice in the next email blast. Jeff will add to newsletter.

Andrew Hill Sidewalk Issues:

Inspect in Spring inspection. Has been verified that concrete has flattened since winter freeze has thawed.

Poop Happens Auto Renewal:

Board approved renewal.

Management Agreement:

1. Board needs to agree to invoice approval process to get update to management agreement. Laurie likes the process and approves. Antoine will proceed to present the Sentry Management contract for signature. The Board voted to approve the revised management agreement for using the electronic invoice approval system.

Unfinished Business

- a. **Broken Pavers between 481-483 CRL:** American Paving and Striping contract has been approved.
- b. **Sewer Inspection Project:** 2026 inspections will be performed on May 7 & 8 and plan was distributed to the Board.
- c. **Andrew Hill Drainage:** Waiting for Contractor estimate.
- d. **Seal Coating and Striping Proposals:** All proposals are signed. The dates for the project are to be determined. This includes all parking lots in Tanglewood II and 2 additional speed bumps, repair 2 areas and seal coat on Andrew Hill, install . an asphalt path between 481 and 483 Colonial Ridge has been added to the project and a repair at 476 Colonial Ridge.
- e. **Community Bay Green Crosswalk: No Change -** Letter and document was sent to Amanda Fiedler, our County Council Representative, to help get the issue before the AACO traffic engineering department. Waiting for a response.
- f. **Walk-Through with Marty Mows:** Wes sent the April 2nd “2026 Landscape Items for Walk-Through with Marty Mows” document to Don Fletcher and there are several items he has worked on, like trimming bushes on stairway to Bay Green. Don will be giving proposals for “out of contract scope” items.
- g. **Antoine will send notice** to trash can violations as directed by board.

- h. **Insurance Coverage/Compliance Checklist:** Tabled
- i. **Emergency Service Process: No Change** - Awaiting input from RestoreCore.

New Business

- a. **Spring Inspection April 19th.**
- b. **Next Meeting: Thursday, May 14, 2026**

Owners Forum

None

Action Items:

1. **Antoine will send notice of non-compliance of termite inspection to 25 units and invitation to hearing on May 14th.**
2. **The Board needs to establish an election committee by June.**
3. **Antoine will put the May 7/8 date and notice in the next email blast.**
4. **Jeff will look into voting on website/email.**
5. **Antoine will proceed to present the Sentry Management contract for approval.**
6. **Don will be giving proposals for out of contract scope items**
7. **Board to setup Community Meeting on Insurance**

Adjournment: Wes made a motion to adjourn the meeting and the motion was severally seconded. The motion was unanimously carried. The meeting ended at 8:30 p.m.

Respectfully Submitted,
Bruce Kittinger, Secretary
4/13/2026